

**2004-05 Recommendation Report SUMMARY PAGE**  
**Governor's Council on Small Business**  
**Equity in Contracting Subcommittee**

**#1 ISSUE STATEMENT:** *The original scope of this topic has been focused on state agencies only (not local government or private sector)*

**RECOMMENDATION:** Create partnerships that will enhance procurement opportunities for all Arizona firms.

- Examine procurement processes and systems around the state of Arizona – including state, local and federal agencies, as well as private corporations and all service providers.

**#2 ISSUE STATEMENT:** *Barriers still exist within the procurement process – particularly with business owners understanding requirements, knowing how to “work within the system”, and in actually submitting acceptable proposals.*

**RECOMMENDATION:** Efforts must be made to streamline the system, to generate a user-friendly system for contracting opportunities.

- A simplified procedural process should generate an easily accessible directory for businesses

**#3 ISSUE STATEMENT:** *Outreach efforts to Arizona's business owners have been fragmented*

**RECOMMENDATION:** Make government more efficient through joint cross marketing of materials by personnel of several state agencies.

- It is through strategic partnerships that solid ties for businesses can be fostered and promoted

**#4 ISSUE STATEMENT:** *Procurement training programs need to be expanded and improved*

**RECOMMENDATION:** Training courses should be revamped to better address small business owners' needs

- Training courses should be shortened
- Training courses should include more comprehensive information about the entire procurement process (the functions of multiple agencies, not just one particular department or division)
- Training programs should be designed for procurement personnel also, instead of only being aimed at the business owners

**ADDITIONAL COMMENTS:**

- Work closely with the State Procurement Office to clearly describe the RFP / Bid Process
  - the ratings system and its components
  - the review process after an RFP / Bid
  - the appeals process
  - the concept of “preferred list” – what exactly is it; how does it differ from SPIRIT; how does one get on the list; how can one see it
- Create outreach messages that are concise, motivating and non-technical (i.e., using business and laymen's terms)
- Continue collaborative efforts:
  - Committees (i.e., *Equity in State Contracting Initiative* council should work together with *Governor's Council on Small Business*)
  - Agencies (i.e., State Procurement Office, Az Dept of Commerce, Az Dept of Transportation; other key state and local agencies)
  - Agency-to-Business Owners (i.e., continue the public forums, dialogues, etc.)

**2004-05 Recommendation Report SUMMARY PAGE**  
**Governor's Council on Small Business**  
**Supply Chain Subcommittee**

**#1 ISSUE STATEMENT:** *Creating awareness of resources currently available that promote Arizona businesses is critical*

**RECOMMENDATION:** Create a streamlined resource for accessing supply chain portals and databases

- Develop a coordinated statewide public outreach campaign for buyers and business owners about existing resources
- Create a centralized supply chain resource

**#2 ISSUE STATEMENT:** *Recent attempts to expand existing supply chain portal system(s) statewide have shown that the biggest challenges are political will and resource allocation*

**RECOMMENDATION:** Focus on each entity's needs to create a WIN-WIN-WIN-WIN situation (suppliers – buyers – service providers – overseeing agency)

**#3 ISSUE STATEMENT:** *Ongoing, continuous improvement will be key to successful supply chain expansion*

**RECOMMENDATION:** Supply Chain entities (this Subcommittee along with other key agencies and taskforces) should work in concert to develop and implement recommendations that focus on:

- Customer service improvement
- Cost reduction
- Reward / recognition programs

**ADDITIONAL COMMENTS:**

- Explore options of creating some type of requisite for large companies to pay into a "Supply Chain and Equity" fund; these monies could then be used for maintaining a collective / collaborative supply chain system (as described in the Subcommittee report and its Action Items)
- Identify means of protecting that fund from being "swept" into other state budget lines

**2004-05 Recommendation Report SUMMARY PAGE**  
**Governor's Council on Small Business**  
**Streamlined Licensing Subcommittee**

**#1 ISSUE STATEMENT:** *Full explorations of the feasibility of streamlined licensing possibilities is a long-term, multi-year task*

**RECOMMENDATION:** Adopt an incremental, multi-year approach to this issue

- Coordinate information on website
- Provide one-on-one services and assistance
- Provide a uniform or universal form
- Provide a number of one-stop centers
- Centralize licensing through one website or through FTEs at one agency

**#2 ISSUE STATEMENT:** *There have been previous attempts to assess streamlined licensing possibilities and implement solutions*

**RECOMMENDATION:** Efforts must be made to avoid duplicative endeavors, as well as avoid the pitfalls of the past.

- The Licensing Subcommittee should lend support to and work in conjunction with the other identified groups that are critical to this mission
- Historical attempts as well as proven best practices must be kept in regard, in order to avoid their duplication
- Communication among the various groups, as well as into the business community will be key

**#3 ISSUE STATEMENT:** *Streamlining licensing processes across state government and throughout the statewide system (with local governments) may pose significant administrative challenges*

**RECOMMENDATION:** Cross agency communication and coordination prior to and during each phase will be critical

**#4 ISSUE STATEMENT:** *Funding issues (for implementation and for ongoing maintenance) pose significant barriers*

**RECOMMENDATION:** The Licensing Subcommittee should explore means of covering one-time set up cost, and ongoing costs in conjunction with the Governor's Office and relevant state agencies

**ADDITIONAL COMMENTS:**

In an ongoing effort to keep information and actions collaborative and coordinated, the *E-Licensing Taskforce* should include the Governor's Council on Small Business Licensing Subcommittee in reviews and discussions prior to implementing processes, systems or procedural changes.

**2004-05 Status and Recommendation Report SUMMARY PAGE**  
**Governor's Council on Small Business**  
**Health Care Subcommittee**

*Ensuring accessible and affordable health insurance for small businesses....*

**#1 ISSUE STATEMENT:** *Every small business in Arizona should have equal access to affordable and accessible health care*

**RECOMMENDATION:** Eliminate statutory and regulatory barriers to Health Care Group enrollment

- Elimination of six month bare period, review mandatory participation requirements, increase the number of businesses eligible to those with 100 or fewer employees

**#2 ISSUE STATEMENT:** *Increase the visibility and communicate the necessity of Health Care Group to the small business community*

**RECOMMENDATION:** Identify key strategic partnerships and strategies to market the Health Care Group program.

- Department of Commerce works with Health Care Group to market the program. Health Care Group should develop materials to increase the awareness of the necessity of health care coverage, and strategize to include other key government agencies and business associations

**#3 ISSUE STATEMENT:** *Barriers to Health Care Group enrollment due to misconceptions regarding the program should be eliminated*

**RECOMMENDATION:** Private Health Care Group Insurers should be the primary visible provider of Health Care Group to current and potential Enrollees

- Clarify the public/private partnership structure of Health Care Group, the state, and the insurers

**#4 ISSUE STATEMENT:** *Flexible consumer driven health care should be available to small employers in order to help control the costs of providing health care coverage*

**RECOMMENDATION:** Continue to Develop Innovative Benefit Designs

- Benefits should be designed around individual business needs. Health Savings Accounts and other product designs should be pursued.

**#5 ISSUE STATEMENT:** *The high cost of health insurance results in many small businesses not providing health care coverage to their employees*

**RECOMMENDATION:** Provide Incentives for Small Business Employers and their Employees to ensure they have access to Health Insurance

- These could include tax relief, club membership dues, etc

**#6 ISSUE STATEMENT:** *Identify broader solutions to help eliminate the number of uninsured in small businesses*

**RECOMMENDATION:** Continue to Develop Strategies to Reduce the Uninsured Rate for All Arizonans

- Review other state's best practices to find ways to reduce the number of uninsured.

**ADDITIONAL COMMENTS:**

- Clarify the requirement of Parent Company Fed ID's vs. Operating Company State I.D.
- Support AHCCCS' effort in exploring separate "high risk" pools / groups
- Further explore COBRA vs. "Go Bare"